



# BENWICK PARISH COUNCIL

Minutes of a Meeting of the Benwick Parish Council on Monday 1<sup>st</sup> July 2019 in the Church Room of the Village Hall in High Street, Benwick PE15 0XA

- Present** Cllrs M Chapman (Chair); R Few; R Emmitt; B Taylor; A Cade; A Miscandlon (FDC); B Wicks (FDC); D Connor (CCC), J Richardson (Clerk) and two members of the public
- 049/19-20 Apologies for Absence** Cllrs R Smith; L Keppel-Spoor;
- 050/19-20 Declarations of Interest**  
**Councillors to declare any interests in respect of any item to be discussed at this meeting:-**  
 None declared
- 051/19-20 PUBLIC TIME**  
 Mooring boaters complemented the flower planting at the mooring.  
 Last heavy rainfall meant the road flooded outside the shop, from drain outside the pub. Clerk to report. **Clerk**  
 Electric substation is overgrown and overhanging footpath on Doddington Road, Clerk to report. **Clerk**  
 Hedge overhanging footpath outside house next to pre-school, Clerk to report. **Clerk**  
 Complaint re dogs barking in house on Doddington Road, informed that complainant needs to report the matter to Environmental Health Officer at Fenland District Council.  
 Complaint received re motorcycles being used on Public Footpath between Ramsey Road and Forty Foot. It has been reported to the Police.  
 Suggestion of wildflower verges to be planted by the Parish Council.  
**Public Time Closed at 19.42**
- 052/19-20 Confirmation of Minutes**  
 It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 3<sup>rd</sup> June 2019 **Agreed**
- 053/19-20 Matters Arising**  
 Request for verge cutting to be done one week before the Anglia In Bloom judging (w/c 01/07/19) sent 10/06/19, first cut was completed 19.03.19.
- 054/19-20 Police Matters**  
 Nothing of note to report
- 055/19-20 County & District Councillors Reports**  
 Cllr Connor reported that road between Benwick and Whittlesey is terrible and also Ibbersons Drive. £75K is being spent on this and extra funding is being sought for this work. Street Lighting motion at full council was discussed, and further discussions will be held.  
 Copalder corner development was raised with the District Councillors by Cllr Chapman, who will send copies of correspondence to Cllrs Connor and Miscandlon  
 Cllr Wicks had nothing to report  
 Cllr Miscandlon reported that drain cleaners were in Whittlesey last week. He has been voted in as Vice-Chairman of FDC. Local Plan is up for review and Cllrs have been drawn together to oversee the review. The Parish Council is asked to input into this when it comes out for consultation. **Cllr Chapman**
- 056/19-20 Street Lighting**  
 a) Quote produced on current street lighting issues from Electrical Testing. Clerk chasing Electrical Testing for updated quote. Possibility of extra meeting may be held if quote received **Clerk**  
 b) Concurrent Function Grant position from Cllr Chapman, no further action required at present
- 057/19-20 Website Accessibility**  
 a) To discuss and agree actions regarding the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018. Webinar training session booked for 23<sup>rd</sup> & 24<sup>th</sup> July at a cost of £60 + VAT
- 058/19-20 Highways**  
 a) Local Highways Improvement Bid 2020-21. Cllr Chapman Proposed, and it was

	AGREED, that Cllr Chapman will submit the bid for Mobile Vehicle Speeding Signs, and expectation is approx. £500 contribution from PC.	<b>Agreed Cllr Chapman</b>																		
<b>059/19-20</b>	<b>Income &amp; Expenditure</b> a) It was Proposed by Cllr Chapman, and AGREED, that members consider and approve the following accounts for payment <table> <tr> <td>Tivoli</td><td>Cemetery Maintenance</td><td>£382.54</td></tr> <tr> <td>CGM Landscapes</td><td>Verge Cutting</td><td>£44.48</td></tr> <tr> <td>J Richardson</td><td>Admin – 23/06/19</td><td>£351.04</td></tr> <tr> <td>J Richardson</td><td>Expenses (Re-imbursement)</td><td>£182.70</td></tr> <tr> <td>Benwick Village Hall</td><td>Room Hire</td><td>£42.00</td></tr> <tr> <td></td><td><b>TOTALS</b></td><td><b>£1002.76</b></td></tr> </table> c) Clerks report on the June Bank Balances and reconciliation statement is at Appendix 1 d) Clerks report on budget v performance up to end June 2019 is at Appendix 2	Tivoli	Cemetery Maintenance	£382.54	CGM Landscapes	Verge Cutting	£44.48	J Richardson	Admin – 23/06/19	£351.04	J Richardson	Expenses (Re-imbursement)	£182.70	Benwick Village Hall	Room Hire	£42.00		<b>TOTALS</b>	<b>£1002.76</b>	<b>Agreed</b>
Tivoli	Cemetery Maintenance	£382.54																		
CGM Landscapes	Verge Cutting	£44.48																		
J Richardson	Admin – 23/06/19	£351.04																		
J Richardson	Expenses (Re-imbursement)	£182.70																		
Benwick Village Hall	Room Hire	£42.00																		
	<b>TOTALS</b>	<b>£1002.76</b>																		
<b>060/19-20</b>	<b>Planning/Development Application</b> Cllr Connor took no part in the following items a) F/YR19/0463/O Erection of up to 2no dwellings (outline application with all matters reserved), Land South Of 16A Doddington Road Benwick Cambridgeshire. It was Proposed by Cllr Chapman, and AGREED, that Benwick Parish Council have no observations on this application b) F/YR19/0489/F Erection 1 dwelling (single-storey 2-bed) and 1.2 metre high looped top railing to front boundary, Site Of Former Benwick Methodist Church High Street Benwick Cambridgeshire. It was Proposed by Cllr Chapman, and AGREED, that Benwick Parish Council has no observations on this application	<b>Agreed Clerk</b>  <b>Agreed Clerk</b>																		
<b>061/19-20</b>	<b>Mooring</b> To discuss and agree actions relating to the extension of the Mooring and funding opportunities. Cllr Chapman to discuss with Watermans Boating Society	<b>Cllr Chapman</b>																		
<b>062/19-20</b>	<b>Correspondence</b> a) Rural Services Network, bulletin (emailed 03/06/19, 10/06/19, 11/06/19, 19/06/19) b) Highway Events Diary - June 2019 (emailed 03/06/19) c) NALC Chief Executive Bulletin - 24/05/19 (emailed 03/06/19), NALC Chief Executive Bulletin - 31/05/19 & NALC Chief Executive Bulletin - 07/06/19 (emailed 10/06/19), NALC Chief Executive Bulletin - 14/06/19 (emailed 17/06/19), NALC Chief Executive Bulletin - 21/06/19 (emailed 25/06/19) d) Highways Roadworks & events report 1st - 15th June 2019 (emailed 03/06/19), Roadworks & events report 16th - 30th June 2019 (emailed 14/06/19) e) CAPALC Bulletin - May 2019 (emailed 03/06/19) f) FDC Press releases (emailed 03/06/19, 10/06/19, 19/06/19) g) CPRE Campaigns (emailed 10/06/19) h) NALC Newsletter (emailed 10/06/19, 24/06/19) i) Benwick In Bloom update (emailed 10/06/19)																			
<b>063/19-20</b>	<b>Motion to exclude the Press and Public</b> It was Proposed by Cllr Chapman, and AGREED, that a resolution under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the special confidential nature of the business to be transacted was proposed	<b>Agreed</b>																		
<b>064/19-20</b>	<b>Clerks Appraisal</b> Clerks Appraisal written, needs to be discussed with Clerk. Agenda item next month																			
<b>065/19-20</b>	<b>Agenda Items/Next Meeting</b> The date of the next Parish Council Meeting will be Monday 5 <sup>th</sup> August 2019. Items to be included on Agenda should be with the Clerk by Monday 29 <sup>th</sup> July 2019																			

Meeting Closed at:- 20.20

Appendix 1

Bank Reconciliation				Financial Year ending 31 March 2020			
Benwick Parish Council							
Prepared by Jacquie Richardson (Clerk & RFO)							
Date	24/06/2019						
Approved by			Chair				
Date	01/07/2019						
<b>Balance per bank statements as at</b>				<b>24/06/2019</b>	<b>£</b>	<b>£</b>	
Current Account					33,041.77		
NS&I					21,125.18		
						54,166.95	
Less: Unpresented Cheques							
Cheque Number							
						450.60	
Add: Any unbanked cash in transit							
<b>Net bank balances as at</b>						<b>53,716.35</b>	
The net balances reconcile to the Cash Book, as follows:-							
Opening Balance					50,398.43		
Add: Receipts to date					8,655.48		
Less: Payments to date					5,337.56		
<b>Closing Balance</b>					<b>53,716.35</b>		
<b>Earmarked Reserves:</b>							
Parish Plan					£532.89		
Verge Planting					£127.23		
Cemetery Extension					£7,494.17		
Street Lighting					£11,500.00		
The Pound					£2,000.00		
War Memorial					£2,000.00		
Mooring					£3,133.66		
Allotments					£1,191.35		
General Reserve					£25,737.05		
				<b>E M TOTAL</b>	<b>£27,979.30</b>		

## Appendix 2

BENWICK PARISH COUNCIL					
	ACTUAL SPEND	ACTUAL SPEND	ACTUAL SPEND		Year to Date
	2016-17	2017-18	2018-19		2019-20
<b>INCOME:</b>					
Maintenance Grants:	£10,715.00	£10,715.00	£11,037.00	Precept	£6,426.00
Council Tax Support Grant	£1,272.00	£848.00	£424.00	Council Tax Support Grant	£0.00
	£985.00	£985.00	£985.00	Concurrent	£0.00
	£703.88	£703.88	£703.88	Grass Cutting	£703.88
Rents:	£875.00	£875.00	£500.00	Town	£858.07
	£155.00			September Gardens	£30.00
Recycling Credits	£39.07	£0.00	£36.84		£0.00
VAT Refund	£234.67	£3,989.37	£1,555.12		£637.53
Burials	£294.75	£80.75	£1,373.00		£0.00
Bank Interest	£124.67	£98.37	£152.10		£0.00
Rates Refund	£77.12	£6,000.00	£2,423.86	Windfarm Grant	£0.00
<b>SUB TOTALS:</b>	<b>£15,476.16</b>	<b>£24,295.37</b>	<b>£19,190.80</b>		<b>£8,655.48</b>
Sundries	£0.00				
	£0.00				
<b>TOTALS:</b>	<b>£15,476.16</b>	<b>£24,295.37</b>	<b>£19,190.80</b>		<b>£8,655.48</b>
Rates	£475.79	423.07	233.07		-
Room Hire	161.25	165.00	112.50		80.00
Subscriptions:	17.00	17.00	17.00	NALC LCR Magazine	17.00
	294.41	301.64	310.04	CAPALC	366.89
	45.00	46.25	47.50	Cambs Acre	-
	88.00	78.00	84.00	SLCC	106.00
	12.00	12.00	12.00	Clerks & Councils Magazine	-
Maintenance	700.74	700.80	466.16	Verges	111.21
	3,465.00	1,805.70	2,641.32	Cemetery	874.23
				Street Lights	1,295.00
				Allotments	-
Insurance	621.49	648.39	674.33		716.24
Energy					-
Professional Charges	120.00	120.00	130.00	Internal Auditor	130.00
	100.00	100.00	200.00	External Auditor	-
	35.00	35.00	35.00	ICO	-
			25.00	Computer Security	-
Sundries	195.00	129.12	24.15		-
Telephone/Internet	79.42	95.45	78.91		20.30
Post & Stationery	199.32	181.72	324.30		8.40
Travel	34.65	39.60	58.50		24.30
Clerk's annual office expenses	150.00	150.00	150.00		-
Planting & Maintenance	-	-	24.17		-
Training	218.50	79.00	297.44		-
VAT Paid	312.46	4,260.39	1,518.99		460.15
Wages/PAYE-NI	3,218.31	3,827.24	4,602.89		1,127.84
<b>SUB TOTALS:</b>	<b>10,543.34</b>	<b>13,215.37</b>	<b>12,067.27</b>		<b>5,337.56</b>
Election		-			-
Development Projects		-	2,684.67		-
Tourism (Cycle Races)					-
Local Highways Improvement					-
Play Park					-
WW1 Commemoration					-
Xmas Decorations		-			-
S137 Payment	30.00	30.00	30.00	British Legion Poppy Wreath	-
Donations/Charity	200.00	130.00	190.00		-
<b>TOTALS:</b>	<b>10,773.34</b>	<b>13,375.37</b>	<b>14,971.94</b>		<b>5,337.56</b>